

Cottonwood Heights Weekly Staff Report (May 27-June 2, & June 3-10 combined)

City Recorder:

June 19-2018

SPECIAL BUSINESS MEETING

Adoption of City Budget for Fiscal Year of 2018-2019

Cottonwood Heights ILA for Council approval and Mayor's Signature - Saunders

WORK SESSION

Public Relations Report - Dan Metcalf

(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)

Staff Reports

(Each week staff provides informational reports from each department to allow City Council a method of keeping up on the day-to-day activities of the City. This report is available on the internet at ww.ch.utah.gov. This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)

- a. Police Department – Chief Robby Russo
- b. Unified Fire Authority – Assistant Chief Mike Watson
- c. Community and Economic Development – Mike Johnson, Senior Planner
- d. Public Works – Matt Shipp, Director
- e. Finance – Dean Lundell, Director
- f. Administrative Services – Bryce Haderlie, Assistant City Manager
- g. City Recorder/ Human Resources – Paula Melgar, Recorder/Manager
- h. Manager's Report – John Park, City Manager

City Council Reports (10:00)

6:00 pm Special Reports

- a. Ombudsman
- b. Twitter policy
- c. Utopia???

Review of Calendars and Upcoming Events

Closed Meeting

June 26-2018

BUSINESS

WELCOME/PLEDGE/ACKNOWLEDGEMENTS

CITIZEN COMMENTS

PUBLIC HEARING

REPORTS

6.0 STANDING MONTHLY REPORTS

6.1 Monthly Financial Report – Finance Director Dean Lundell

(Finance Director, Mr. Dean Lundell, will report the city finances for September 2017)

6.2 Unified Fire Report – Assistant Chief Mike Watson

(Report by Assistant Chief Watson on medical and fire calls responded by Cottonwood Heights' stations during the month of September 2017; as well as other informational items from UFA.)

ACTION ITEMS
CONSENT CALENDAR

WORK SESSION

Review of Business Meeting Agenda

Public Relations Report - Dan Metcalf

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City Council Reports (10:00)

6:00 pm Special Reports

- a. **Review of Business Meeting**
- b.

Review of Calendars and Upcoming Events

Closed Meeting

Public Relations:

1. June newsletter delivered to homes, already working on main content for July edition, which includes a 4-page insert that will also serve as the program for Butlerville Days.
2. Posted all content from the June newsletter to the website.
3. Marketed important upcoming events via social media, including the Zombie Family Fun Ride and the Budget Hearing
4. Attended the Zombie Family Fun Ride and took photos for future promotional purposes and the July Newsletter.
5. Took a week off for health reasons.

Admin Services & Finance:

- Top priority is being given to the 2018-19 budget preparation in anticipation of public hearing on June 12 and consideration for adoption on June 19th.
- Chief Mike Watson and Bryce Haderlie have met with Security National property owners to present the fire mitigation assessment and tour the work done on the approx. 40 acres of undeveloped property. We were pleasantly surprised by the extensive work that they have performed to mow the grass around the perimeter of the property and other areas that has substantially reduced fuel load and improved fire safety. Chief

Watson will give a brief presentation at our next Council meeting. We are also scheduled to meet with Dave Schoeneck to review the assessment and to plan a public open house to share information with the neighbors and others living near urban interface areas.

- With just a little over a month to Butlerville Days, Ann and the volunteers are in high gear preparing for the event.
- Kim and the volunteers are preparing big time for the upcoming play “Big.” Practices will soon be held at the Butler Middle School now that school is over and the auditorium becomes available.
- The Canyon Centre project is moving forward. The attached pictures are over the last two weeks and show the massive excavation work needed to start the project.





IT:

- We have finished the migration from ATT to Verizon, which will save money every month
- We have begun the process of migrating our email server to Office 365
- We have begun a review our storage infrastructure to clean up and remove duplicate data
- We have done a full review of the camera and audio setup in the council chambers and work room, and have put together a rough plan on getting video working. We are waiting on a bid from Crestron and Marshal.

Planning & Economic Development:

Meetings

5/28 – 6/1

- City staff and Unified Fire attended a biweekly with UDOT and its Little Cottonwood Canyon EIS team
- City staff met with representatives from the LDS church regarding its property on Wasatch Boulevard. The purpose of the meeting was to introduce the city's planning efforts along the corridor.
- A neighborhood meeting was held at city hall by ICO Development as part of its Planned Development District application at 6784 S 1300 E. Staff will receive a written summary of the meeting from ICO Development.

6/4 – 6/8

- Planning Commission approved a medical office building at 6690 S Highland Drive. Neighbors were supportive of the mitigation efforts that have been made by the developer in the last month.
- The first formal public hearing for ICO Development's PDD application at 6784 S 1300 E will be held on Wednesday, June 20th. Notices of this meeting were prepared and mailed to property owners within 1000' of the property.
- Administrative Hearing was held. Approval was granted for a 9' fence under the city's new fence ordinance, and conditional use approval was granted for a short-term rental.

- First interviews were held for the Senior Planner position. Second interviews will take place next week.
- Staff met with the Bonneville Shoreline Trail Committee and a local resident advocate to discuss the next steps in the planning and eventual implementation of the trail in Cottonwood Heights. This is a good project for the Parks, Trails, and Open Space committee to work with.
- Staff met with the Mayor, Councilmember Bruce, and several residents at the Cornerstone project at Cottonwood Corporate Center to discuss site landscaping concerns and develop a plan to address the issue.
- Several meetings were held with wireless providers to discuss potential small-cell wireless facilities in the public right-of-way. No new submittals have been received yet, but multiple new applications over the summer seem imminent.

Long-range Planning

- A draft Wasatch Boulevard Master Plan is being finalized by the project consultant and should be ready for staff review in mid-June
- Staff is working to finalize the draft of the Open Space Master Plan. The next step will be to seek outside input and review.

Building Permits

- 12 Permits Issued (5/25 – 6/7)
 - 1 New home
 - 9 Over the counter
 - 1 Sign
 - 1 Tenant improvement
- 22 Permits Received (5/25 – 6/7)
 - 1 Addition
 - 3 New Homes
 - 9 Over the counter
 - 2 Remodels
 - 1 Sign
 - 4 Solar
 - 2 Tenant Improvements

Business Licensing

- 45 Business License Renewals
- 6 New Business License Accepted
- 3 New Business License Completed
- 3 Address/Owner/Business Info Updates
- 12 Businesses Closed
- 150 Business License Renewals Sent Out

CHBA

- New Business Luncheon: June 6
- Carmine's Italian First Anniversary: June 7
- Zombie Ride: June 11
- Cottonwood Connect (CHBA networking event): June 13

Emergency Management:

City Engineer:

(5-28 to 6-1):

We are finalizing plans and specs for the Ferguson Canyon Outfall Storm Drain Project on Wasatch Boulevard near the Canyon Centre Property.

- We have been coordinating with Utah State Historic Preservation Office and UDOT regarding a MOA for the removal of the historical building for the Bengal Boulevard Roundabout Project.
- Held a pre-construction meeting with the contractor on the 2700 East Pavement Project. The work is scheduled to begin after June 11th.

(6-3 to 6-10):

- The Fort Union Pavement project will begin this Thursday, June 14th and should take 4 to 5 days to place the light weight chip seal. Temporary striping will be placed on the roadway in between the chip seal and the final fog seal treatment.
- The 2300 East Pavement project will begin next week and should take 1 to 2 to place the light weight chip seal. Temporary striping will be placed on the roadway in between the chip seal and the final fog seal treatment.
- Below is the proposed contractor schedule for the 2700 East Paving Project. This week the contractor will be preparing the roadway for reconstruction and road closures will begin Friday or Monday. The paving is scheduled for mid-July and the project should conclude a few days before the July 24th Holiday.

UFA:

- Battalion Chief Pilgrim has completed the hazard assessment on the cemetery property. Bryce Haderlie is working on the ownership description in the area where the water tanks are, which will get added to the report. We will schedule a meeting with cemetery officials to review the report and determine what fuel mitigation needs to be done, after which we will meet with Dave Schoeneck.
- Wildland season update:
 - Great Basin weather and fuel forecasters believe Northern Utah is expected to see normal wildland fire behavior May-June with a potential increase moving into July and August.
 - For our area, we feel this is fairly accurate unless late spring brings abnormally warmer weather, which may increase the potential for wildfire in the lower parts of the valley.
 - Our wildland division has accomplished most of the valley-wide safety training for those engaging in fire attack. It's been very successful and well received.

- UFA will be engaging in multiple community public education and outreach sessions, beginning this month. This includes home assessments and fuel mitigation work in our areas.
- Fireworks: Purchasing and Discharge
 - Sale of Class ‘C’ fireworks begins on June 24 and runs through July 25, 2018.
 - Discharge of fireworks:
 - July 2 – 5 from 11:00 a.m. to 11:00 p.m. (except on July 4 until midnight)
 - July 22 – 25 from 11:00 a.m. to 11:00 p.m. (except on July 24 until midnight)

Police:

- Attached is a screen shot of a safe-schools app.



- It allows police or administrators to do everything from lock downs to missing children. Staff with the APP can declare an area safe or in jeopardy. That geographical part of the school can be seen by LE in real time. Interesting demo
- A 13-year-old boy committed suicide with a handgun in District 4. Located by parents the case is assigned to Det. Bailey.
- Officer Olson was featured on KSL Radio's Beyond the Badge segment (will play in council).
- Cottonwood Heights Police assisted the program organizers and participated in the board discussion.
This was very well attended...please see pic and the organizers and goals of the group.

Evidence-based research indicates that the over use of electronics and smart devices developmentally delays cerebral cortex growth in kids and teens, causing such issues as anxiety, depression, suicidal ideation and limited social bonding.

Join us for an [evening Wednesday, May 30th 6:00-8:00pm](#) and find out how to protect your developing kids' brains.

Collin Kartchner is a social media internet crusader. He is tackling the issues surrounding smart phone dangers and addiction by spreading awareness and insight on his instagram account @collinkartchner. He is truly making a difference by using hard facts to help educate, making himself accessible to both parents and teens alike through humor and wit.

Dr. Christy Kane is a licensed clinical mental health counselor. Currently, she is the CEO of TotumLink and Chief Behavior Health Officer for Jacobsen Innovations. In her clinical practice, her focus is on trauma and the neurological processes in the brain. She works with individuals seeking to resolve personal issues and improve their abilities to make more effective choices in their lives. She is the mother of three children. She has authored the book, *Shell Cracking – Leaving the Past Behind*.

Katey McPherson currently serves as a Cadre Supervisor of Student Practitioners at Rio Salado Community College as well as adjunct faculty at Grand Canyon University and Arizona State University in the Educational Administration and Leadership program. Katey holds a Bachelor's degree in Spanish and Secondary Education from Michigan State University and a Master's Degree in Educational Administration and Supervision from Arizona State University

Katey is the co-author of a book for parents that has been receiving local and national attention, titled "WTF: Why Teens Fail-What To Fix". The book was inspired in part by Katey's years of interacting with middle school children in crisis.

- 18X003130: [7723 Plum Creek Ln.](#) Full Arrest. Officers arrived on scene and found the 82 year old victim unresponsive and started CPR. When fire arrived officers continued to help with CPR. The victim was unable to be revived. UFA Cpt Nelson wanted the officers to know he really appreciated and was impressed with our officers help. Officers Soakai, Harris, Lautaha, and Mahoney rotated giving CPR. Handled by Soakai.
- House Fire 2325 E Bengal
Several UFA trucks knocked down the fire before it became a total loss.



- Male passed away sometime in the past two days of natural causes. The only other things living in the house were the enormous rats that kept him company. At first it was a traumatic looking death as the male had no ear left, multiple large holes in his belly and most his shins were missing. We then realized that his rats buddies had turned him into a feast.

City Council:

(Tali Bruce):

Wednesday, May 30 - Met with Jack Bloom and Steve Bowman, Geologic Hazards Program Manager, at Utah Geological Survey. Steve concurred that our existing CH ordinance fails to address the geological hazard presented by building inside a Graben. Steve offered to provide language that would guide CH in drafting a more comprehensive ordinance. Such language should be forthcoming. Public safety is paramount. We, as a Council, should address concerns asap and draft an ordinance prior to new development applications.